

## WARREN COUNTY BOARD OF SUPERVISORS

### COMMITTEE: HEALTH SERVICES

DATE: MAY 30, 2007

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COMMITTEE MEMBERS PRESENT:

SUPERVISORS MASON  
SHEEHAN  
HASKELL  
F. THOMAS  
TESSIER  
CHAMPAGNE  
SOKOL

OTHERS PRESENT:

REPRESENTING THE HEALTH SERVICES DEPARTMENT:

PATRICIA AUER, DIRECTOR  
SHARON SCHALDONE, ASSISTANT DIRECTOR, HOME  
CARE  
GINELLE JONES, ASSISTANT DIRECTOR, PUBLIC HEALTH  
SERVICES  
DAN DURKEE, HEALTH EDUCATOR  
WILLIAM THOMAS, CHAIRMAN  
PATRICIA NENNINGER, SECOND ASSISTANT COUNTY ATTORNEY  
HAL PAYNE, COMMISSIONER OF ADMINISTRATIVE & FISCAL  
SERVICES  
JOAN SADY, CLERK OF THE BOARD  
SUPERVISORS BELDEN  
CAIMANO  
GABRIELS  
KENNY  
MAURY THOMPSON, *THE POST STAR*  
AMANDA ALLEN, LEGISLATIVE OFFICE SPECIALIST

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Mr. Mason called the meeting of the Health Services Committee to order at 9:30 a.m.

Motion was made by Mr. Haskell, seconded by Mr. Tessier and carried unanimously to approve the minutes of the May 2, 2007 Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Pat Auer, Director of Health Services, who distributed copies of the agenda to the Committee members. *A copy of the agenda is on file with the minutes.*

Ms. Auer stated that she wished to extend her thanks and appreciation to Mr. Mason for providing the welcoming speech at the Annual New York State Conference of Public Health Officials and Environmental Health Directors on May 15, 2007. She noted that the event was held at Six Flags Water Park Resort and approximately 150 individuals had attended. Ms. Auer said that Mr. Mason had done a nice job acknowledging the importance of public health work and also in "inviting" the participants to return to the region to enjoy all the attractions the area had to offer.

Beginning with the Pending Items portion of the agenda, Ms. Auer detailed the items pending from prior Committee meetings as follows:

- 1) Ms. Auer advised that Lisa Manzi, a Representative from Congresswoman Gillibrand's office, had visited the Department on May 7, 2007 to review the

- Telehealth and Pictorial Wound Documentation Programs. She noted that Mr. Mason had also attended the meeting and in doing so had represented the Health Services Committee. Ms. Auer stated that aside from the opportunity to showcase the programs maintained by the Health Department, the main reason for the meeting was to discuss the need for funding of the Point of Care Electronic Medical Record Initiative. She reminded the Committee that a grant application had been submitted for such funding; however, she was still unsure as to whether it would be allotted;
- 2) Ms. Auer advised that included in the agenda was a detailed report of the monthly activities and outreach educational efforts provided in connection with the pandemic influenza planning efforts;
  - 3) With respect to the 2007 Emergency Response and Preparedness Plan for Warren County Health Services, Ms. Auer apprised that a copy of the document would be distributed to all Committee members at the next month's meeting. She noted that a resolution to approve the plan was necessary and would be requested at that time.

Moving to the new business portion of the agenda, Ms. Auer stated that several resolution requests had been included, the first of which was a request to amend Resolution No. 79 of 2007 respective to contract C-021829 with NYSDOH (New York State Department of Health) Division of Family Health Fiscal Unit. She explained that this resolution authorized the receipt of funding for Early Intervention Administration in the amount of \$41,805.00 for the grant period October 1, 2006 through September 30, 2007 and they wished to include an additional COLA (Cost of Living Allowance) of \$585.00 for a total grant amount of \$42,390.00.

Motion was made by Mr. Champagne, seconded by Mr. Tessier and carried unanimously to approve the request to amend Resolution No. 79 of 2007 as outlined above and the necessary resolution was authorized for the June 15<sup>th</sup> Board meeting. *A copy of the request is on file with the minutes.*

Ms. Auer apprised that the next request was to amend Resolution No. 537 of 2006 as it related to contract LA#201 C-019305 with NYSDOH Division of Nutrition to authorize the receipt of additional funds in the amount of \$107,718.00 for the 2007 Federal funding year. She said that this was excellent news and a true testament to the high quality WIC (Women, Infants and Children) Program in Warren County. Ms. Auer apprised that many programs did not receive this Federal funding, and certainly not in this amount. She noted that Jean Spencer, WIC Coordinator, was cautiously optimistic that even more funding might be received before the contract year closed.

Motion was made by Mr. Tessier, seconded by Mr. Sokol and carried unanimously to approve the request to amend Resolution No. 537 of 2006 as outlined above and the necessary resolution was authorized for the June 15<sup>th</sup> Board meeting. *A copy of the request is on file with the minutes.*

Continuing with the agenda review, Ms. Auer advised that a request to amend Resolution No. 482 of 2006 was included in the agenda packet. She explained that the resolution authorized a contract

with Blueline Commuter, Inc. and an amendment was required to include language allowing an extension of that contract for up to two years upon written approval of both parties. She noted that the County Attorney had recommending the amendment because although they had wished to extend the agreement with Blueline Commuter, Inc. for another year, language was not included in the prior year's contract to allow for such.

Mr. Haskell asked if they had been able to resolve all of the previous issues with Blueline Commuter Inc. and Ms. Auer replied that although the working relationship had been much better in 2007, they would never work out all of the issues of the past.

Motion was made by Mr. Haskell, seconded by Mr. Champagne and carried unanimously to approve the request to amend Resolution No. 482 of 2006 as outlined above and the necessary resolution was authorized for the June 15<sup>th</sup> Board meeting. *A copy of the request is on file with the minutes.*

The next request, Ms. Auer explained, was for approval to fill the upcoming vacancy of a Senior Clerk Position (Grade 4, Base Salary \$23,645); she added that the vacancy would occur on June 15, 2007 as the current employee was moving out of state. Ms. Auer apprised that although this position was not mandated, it was necessary because the employee "floated" between all of the Health Divisions to assist where needed. She stated that the employee filling this position would assist in billing efforts that generate revenues in all program areas and she added that they were sorry to see the current employee leave, as a considerable amount of time had been spent orienting her to the various programs. Ms. Auer noted that they had realized the value of having someone trained to assist in all program areas.

Mr. Champagne asked if Hal Payne, Commissioner of Administrative & Fiscal Services, felt the position was essential to the Health Department and Mr. Payne replied affirmatively and he added that this position was key in assisting with the billing process. Ms. Auer expounded that this employee was also responsible for filing health records and other such office necessities.

Mr. Sokol asked if the position would be filled by promotion from within the Department and Ms. Auer replied that, unfortunately, it would not; however, she noted, there was a list of civil service eligible persons for her to hire from. Ms. Auer stated that the person they sought to fill the position would be someone able to work with everyone and complete the various jobs required of each division of the Health Department.

Mr. Champagne asked if this person would be working out of class by assisting in different departments and assuming a 'Jack of all Trades' status and Ms. Auer replied in the negative. She added that all of the duties required would be considered appropriate for a clerical position.

Motion was made by Mr. F. Thomas, seconded by Mr. Sheehan and carried unanimously to approve the request to fill the vacant position of Senior Clerk as outlined above and refer same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position is on file with the minutes.*

Resuming agenda review, Ms. Auer apprised that the agenda included a request to authorize a contract agreement with Adirondack Enrichment, for speech pathology, occupational therapy and physical therapy services for eligible children in the Preschool Special Needs Program and/or the Early Intervention Program. She noted that since Adirondack Enrichment was located in Warren County, it would provide a local site to serve children with staff available for evaluations, as well as to visit eligible children in their homes. Ms. Auer stated that because the group was located within the County, she hoped that the costs of these services would be less than those currently paid, although she could not guarantee cost savings.

Mr. Champagne asked where Adirondack Enrichment was located and Ms. Auer replied that it was housed in the old Glens Falls school on Glen Street and they had been there for some time. Mr. Mason asked if this was a new company or had it replaced another company that the Department had been working with and Ms. Auer responded that it was a new organization and the therapists involved had previously worked for the County as independent contractors.

Motion was made by Mr. Champagne, seconded by Mr. F. Thomas and carried unanimously to approve the request for a new contract with Adirondack Enrichment to provide therapy services for eligible children in the Early Intervention or Preschool Special Needs Programs as outlined above and the necessary resolution was authorized for the June 15<sup>th</sup> Board meeting. *A copy of the request is on file with the minutes.*

The final resolution request, Ms. Auer advised, was to authorize out-of-state travel for Sharon Schaldone, Assistant Director of Patient Services, to attend the 3<sup>rd</sup> Annual Pay for Performance Summit in Chicago, Illinois on August 16-17, 2007. Ms. Schaldone stated that at the conference she would receive information with respect to the projected Medicare reimbursement schedules for 2008, as well as suggestions of ways to improve the performance of the Department and procedures used. She said that although she had been reading and preparing for the 2008 Medicare reimbursement schedule, she was very interested to see how this conference could aid in enhancing programs and procedures. Ms. Schaldone stated that funds to facilitate the travel were available within the current year's Budget.

Motion was made by Mr. Tessier, seconded by Mr. Sokol and carried unanimously to approve the request for out-of-state travel for Ms. Schaldone to attend the 3<sup>rd</sup> Annual Pay for Performance Summit in Chicago, IL, as outlined above and the necessary resolution was authorized for the June 15<sup>th</sup> Board meeting. *A copy of the request is on file with the minutes.*

Ms. Auer stated that, as indicated on the agenda, the Report of Expenditures and Revenues had been presented at the May 2<sup>nd</sup> meeting and she said this item would be postponed until the next Committee meeting. She advised the Committee that at the May 22<sup>nd</sup> Department Head Meeting, the Budget Officer had requested detailed expenditure and revenue information from each Department, which the Treasurer's Office was able to provide. Ms. Auer said that the Health Services' portion of information would be provided for the Committee's review at their next meeting as well.

Ms. Auer stated that there were only two agenda items remaining which were the review of the 2006 Annual Report and a request for executive session to discuss a contractual issue and she asked the Committee in what order they wished to proceed. It was the consensus of the Committee that Ms. Auer should proceed with the review of the 2006 Annual Report, leaving the request for executive session as the final item to be discussed.

Ms. Auer provided the 2006 Annual Report in the form of a powerpoint presentation which detailed the activities of the Warren County Health Services Department; *a copy of the powerpoint presentation is on file with the minutes*. She recognized Daniel Durkee, Health Educator, for his hard work and assistance in developing the presentation.

Chairman Thomas and Mr. Kenny entered the meeting at 9:47 a.m.

Ms. Auer noted that the Annual Report would be included on the Health Department's portion of the website this year, in an effort to save time and paper as there were different agencies that requested copies each year. Continuing with the Facts, Figures and Trends for Public Health and Home Care portion of the Report, Ms. Auer outlined the Health Services staffing, budget expenditures by program and Warren County population. *Detailed information on all of the items disclosed can be found by reviewing the powerpoint presentation, a copy of which is on file with the minutes.*

Referring to the report of expenditures, Mr. Champagne noted that the costs of the Early Intervention program had grown substantially since 2002 and he asked if there was any hope in sight for controlling these rising costs. Ms. Auer replied that it was her feeling that no County could control these costs alone and the matter needed to be addressed on a State level. Mr. Champagne stated that this was an area that needed attention because the costs were growing exponentially.

Discussion ensued with respect to the matter.

Ms. Auer announced that Ms. Schaldone would provide the Division of Home Care portion of the presentation. Ms. Schaldone outlined information pertaining to the Quality Improvement Program, therapy services, the top ten primary diagnoses for 2006 and statements of revenues and expenditures to name a few. *Detailed information on all of the items disclosed can be found by reviewing the powerpoint presentation, a copy of which is on file with the minutes.*

Chairman Thomas left the meeting at 10:08 a.m.

With respect to the Telemedicine Program which used monitoring devices and telephone contact with patients in lieu of a daily nurse visit, Mr. Haskell asked if there was a backup plan if the telephone system failed during a storm or other such incident. Ms. Schaldone replied that in the event of a telephone system failure nurses would be dispatched to the patients without telephone service. Mr. Haskell asked if there were enough nurses to visit all of these patients and Ms. Schaldone replied affirmatively, noting that every patient using a monitor was assigned a nurse who visited them at least once a week in addition to the telephone monitoring system. Mr. Haskell noted that a grant had been received to begin the Telemedicine program and he said that it was not likely

to receive another when the machines needed to be replaced. He asked what the life expectancy of the monitoring devices was and Ms. Auer replied that upgrades were included in the purchase of the monitors and were available at no extra cost for five years. She added that the equipment had been in service for two years and no major failures had occurred. Ms. Schaldone stated that she had heard of other facilities using similar monitors that had lasted for ten years, prior to necessary upgrades. Mr. Haskell noted that the cost to purchase the monitoring units obtained had been approximately \$110,000 and he estimated that the same costs would be incurred when they needed to be replaced. Ms. Auer countered that the Telemedicine program was the wave of the future and she was confident that because of the Department's success in implementing the program, grant funding would be available to them again in the future when replacement of the units was necessary. Mr. Haskell stated that he was in full support of the Telemedicine program and he felt that the Department had done an outstanding job in implementing and maintaining the program.

Ms. Auer introduced Ginelle Jones, Assistant Director of Public Health Services, to present the Public Health portion of the presentation which included information on maternal child health services, prenatal programs, WIC, the Early Intervention Program, communicable disease control and other items. *Detailed information on all of the facets discussed can be found by reviewing the powerpoint presentation, a copy of which is on file with the minutes.*

At the close of the presentation, Ms. Auer noted that Committee approval, in the form of a resolution, was necessary to accept the 2006 Annual Report and the appropriate resolution request form was included in the agenda packet.

Motion was made by Mr. Haskell, seconded by Mr. Champagne and carried unanimously to accept the Warren County Health Services 2006 Annual Report and the necessary resolution was authorized for the June 15<sup>th</sup> Board meeting. *A copy of the request is on file with the minutes.*

Ms. Auer distributed a flyer developed by the NYSDOH Glens Falls District Office to each of the Committee members; *a copy of the flyer is on file with the minutes.* She explained that this flyer documented the services provided by the NYSDOH Glens Falls District Office and she noted that this Office would work in connection with the Department of Public Health in the event of a food borne illness or similar occurrence. Ms. Auer stated that during the recent incident involving air contamination issues at the Travelers Insurance Building the NYSDOH Glens Falls District Office had been the lead agency in working to discover the cause of the problem.

Ms. Auer reminded the Committee that there was a remaining agenda item in the form of a request for executive session to discuss a contractual issue.

Motion was made by Mr. Haskell, seconded by Mr. Sheehan and carried unanimously to declare executive session to discuss the employment history of a particular person pursuant to Section 105(f) of the Public Officers Law, as well as attorney/client privilege.

Executive session was declared from 10:15 a.m. to 10:28 a.m.

Upon reconvening, motion was made by Mr. Haskell, seconded by Mr. Tessier and carried unanimously to approve the request to amend Resolution No. 188 of 2006 to ratify contract language to correct an error in contractual per visit rates for respiratory therapy services provided and the necessary resolution was authorized for the June 15<sup>th</sup> Board meeting. *A copy of the request is on file with the minutes.*

As there was no further business to come before the Health Services Committee, on motion made by Mr. Haskell and seconded by Mr. Sokol, Mr. Mason adjourned the meeting at 11:04 a.m.

Respectfully submitted,  
Amanda Allen, Legislative Office Specialist